AGENDA ITEMS

<table>
<thead>
<tr>
<th>Item</th>
<th>Voting Item?</th>
<th>Presenter(s)</th>
<th>Time Start</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Call to Order/Agenda Review</td>
<td>No</td>
<td>Seph Murtagh, Chair</td>
<td>6:30</td>
</tr>
<tr>
<td>2) Public Comment</td>
<td>No</td>
<td></td>
<td>6:35</td>
</tr>
<tr>
<td>3) Special Order of Business</td>
<td>Yes</td>
<td>Addisu Gebre, Bridge Engineer</td>
<td>6:45</td>
</tr>
<tr>
<td>a) Presentation – Cayuga Street Bridge Project</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4) Announcements, Updates, Reports</td>
<td>No</td>
<td></td>
<td>7:15</td>
</tr>
<tr>
<td>5) Action Items (Voting to Send on to Council)</td>
<td>Yes</td>
<td>Addisu Gebre, Engineering</td>
<td>7:20</td>
</tr>
<tr>
<td>a) Cayuga Street Bridge Project</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6) Discussion</td>
<td>No</td>
<td>Tom Knipe, Econ. Development</td>
<td>7:30</td>
</tr>
<tr>
<td>a) Short-Term Rentals</td>
<td></td>
<td>Planning Staff</td>
<td>8:00</td>
</tr>
<tr>
<td>b) Accessory Dwelling Units / Short-Term Rentals</td>
<td>No</td>
<td>Planning Staff</td>
<td>8:30</td>
</tr>
<tr>
<td>c) Mobile Home Zoning to Allow Chickens</td>
<td>No</td>
<td>Planning Staff</td>
<td></td>
</tr>
<tr>
<td>7) Review and Approval of Minutes</td>
<td>Yes</td>
<td></td>
<td>8:45</td>
</tr>
<tr>
<td>a) December 2019 and January 2020 (under separate cover)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8) Adjournment</td>
<td>Yes</td>
<td></td>
<td>8:50</td>
</tr>
</tbody>
</table>

If you have a disability and require accommodations in order to fully participate, please contact the City Clerk at 274-6570 by 12:00 noon on Tuesday, March 10, 2020.

** Out of consideration for the health of other individuals, please try to refrain from using perfume/cologne and other scented personal care products at City of Ithaca meetings. Thank you for your cooperation and understanding. **
MEMORANDUM

TO: Planning & Economic Development Committee
FROM: Addisu Gebre - Bridge System Engineer
      Tim Logue – Director of Engineering Services
DATE: February 27, 2020
RE: South Cayuga Street Bridge Project

This memo is intended to provide information regarding a proposal to reconstruct the South Cayuga Street Bridge Project and to seek design alternative decision from Common Council.

South Cayuga Street Bridge crossing Six Mile Creek is a 71’ span bridge built in 1967 on reconstructed abutments. The project objective is to preserve and prolong the service life of the existing structure by reducing the rate of deterioration of identified deficient bridge elements through cost-effective rehabilitation strategies. The scope of work for the bridge was originally scoped to be a rehabilitation project, where the deck would be replaced, including new railings and lights, and the sub-structure would be repaired as needed. As preliminary engineering progressed, the Engineering office proposed a reallocation of the existing deck width in order to try to make the bridge crossing more pedestrian friendly. The existing deck includes two 5’ wide sidewalks and two 13’ wide travel lanes. Staff wanted to try to get 8’ wide sidewalks on the bridge. This would allow for a 6’ wide clear space and a 1’ wide shy space on either side; it also allows for DPW snow clearing equipment. Staff felt that narrowing the travel lanes to 10’ would be an acceptable option because we are not able to get full width bike lanes (minimum 5 ft. wide) on the bridge and we feel that 13’ is not an adequate lane width to share side by side for a motor vehicle and someone on a bicycle. Instead, we proposed two 8’ wide sidewalks and two 10’ wide travel lanes, which would require people driving and people on bikes to share the lane in-line, one in front of the other. Passing in that zone would not be allowed, but it is not a long distance. The wider sidewalks would be more comfortable for people walking across the bridge currently, but also would be more conducive to increased pedestrian use that might come from development such as the Chainworks project, just a few blocks away.

We submitted the proposed lane widths (8’ sidewalk and 10’ travel lanes) and DOT rejected it as not accommodating people on bicycles. They stated that 10’ wide travel lanes do not meet their design criteria unless there are separate bike lanes. In an urban area, bicycle accommodation is required (we agree), but their criteria finds 13’ shared lanes, marked with sharrows, as the
minimum width for “shared lanes.” After this discussion with DOT and our consultant, Delta Engineers, we asked Delta what it would take to widen the bridge deck to allow for both the 13’ travel lanes and an 8’ sidewalk. The answer is that it would require additional beams under the deck, which would in turn require a widening of the abutments. And, once we got this point in the conversation, we started asking ourselves whether it would make more sense to just reconstruct the bridge altogether. An entirely new bridge would give us a service life of 75 years, whereas a new deck on the existing abutments (even if widened) would put a 75 year deck on a 30 year abutment.

We recognize that one of the biggest factors here is cost. Only the rehabilitation in-kind (Alternative #1) fits within the expected budget. So, while we are asking Common Council to choose an alternative, we understand that either of the bridge widening options (expand on old or build brand new) will require additional budget allocations.

Included with this memo are resolution, existing and proposed bridge plans, and existing and proposed bridge sections.

1. **Bridge Rehabilitation (with 5’-5” wide sidewalks).** This alternative proposes complete removal and replacement of the bridge’s superstructure without changing the existing bridge dimensions. This alternative addresses the structural deficiencies of the bridge to provide 35 to 40 years’ service life without seeking additional project funding.

   *Alternative #1 Total Project Cost: $2,070,000 (Including contingencies)*
   *Alternative #1 City Share: $434,000 (~21% of Alternative #1 Total Project Cost)*

2. **Bridge Rehabilitation (with 8’ wide sidewalks).** This alternative proposes complete removal of superstructure and replacement with a multi-girder bridge with a concrete deck. This alternative also widens the substructures and accommodate two wider (8’) sidewalks to offer safe pedestrian accommodation. This alternative addresses the structural deficiencies of the bridge to provide 35 to 40 years’ service life. The City could use ~$200,000 CHIPS fund for this alternative, but would be responsible for the additional $794,000 project cost.

   *Alternative #2 Total Project Cost: $2,564,000*
   *Alternative #2 City Share: $794,000 (31% of Alternative #2 Total Project Cost)*

3. **Bridge Replacement (with 8’ wide sidewalks).** This alternative proposes complete bridge replacement with a multi-girder bridge and a concrete deck, including two 8’ wide sidewalks. The estimated project cost for this alternative is more than the original Transportation Improvement Program (TIP) grant application with a fixed federal share.
~$200,000 CHIPS fund is also available for this alternative, but the City would be responsible for covering the additional ~$2,000,000 project cost. This alternative is the preferred alternative by the Department of Public Works and could restore the bridge to a condition which provides a minimum of 75-year service life. Besides, the wider sidewalks provide safe pedestrian space on the bridge and accommodate increased pedestrian traffic that would be generated by The Chainworks Development in the coming few years.

Alternative #3 Total Project Cost: $3,840,000
Alternative #3 City Share: $2,026,000 (~53% of Alternative #3 Total Project Cost)

If you have any questions, please contact me at (607)274-6530 or agebre@cityofithaca.org
South Cayuga Street Bridge Project - DESIGN ALTERNATIVES DECISION (Alternative #2) - Resolution

WHEREAS, a project for the rehabilitation of the South Cayuga Street Bridge over Six Mile Creek, P.I.N. 375616 (“the Project”) is eligible for funding under Title 23 U.S. Code as administered by the Federal Highway Administration (FHWA), as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80% Federal funds and 20% non-Federal funds, and

WHEREAS, the existing South Cayuga Street Bridge (“the Bridge”) is a single span, two-lane multiple steel girder bridge carrying South Cayuga Street over the Six Mile Creek, and

WHEREAS, As part of the approved 2018 budget, Common Council already authorized $155,000 (80% Federal Share and 20% Local Share) to cover the cost of participation in Scoping and Preliminary Design Phases and additional $25,000 (100% Local Share) to cover project administration cost; and

WHEREAS, additional $210,000 (80% Federal and 20% Local Share) project funding for the project made available by the New York State Department of Transportation to cover the cost of participation in Detailed Design; and

WHEREAS, on June 6, 2018, the City of Ithaca Common Council amended CP#848 to add $210,000 for a total of $390,000; and

WHEREAS, currently, the City of Ithaca and project consultant (Delta Engineers, Architects, & Land Surveyors, P.C.) are working on the Project, and

WHEREAS, three possible alternatives for this bridge are being considered: Bridge Alternative #1, which includes bridge rehabilitation (13 ft. lanes/5-5” sidewalks), Bridge Alternative #2, which includes bridge rehabilitation (13 ft. lanes/8ft. sidewalks) including widening the substructure, and Bridge Alternative #3, which includes full bridge replacement (13 ft. lanes/8ft. sidewalks), and

WHEREAS, Department of Public Works has decided to allocate $200,000 in Consolidated Local Street and Highway Improvement Program (CHIPS) fund to be used as a local match to cover construction cost of Alternative #2; and

WHEREAS, the proposed project costs for the alternatives are outlined as follows:

<table>
<thead>
<tr>
<th>Design Alternative</th>
<th>Estimated Total Project Cost</th>
<th>City of Ithaca Share</th>
<th>Federal Highway Administration Share</th>
<th>CHIPS Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td>$2,070,000</td>
<td>$434,000</td>
<td>$1,636,000</td>
<td>$0</td>
</tr>
<tr>
<td>#2</td>
<td>$2,564,000</td>
<td>$794,000</td>
<td>$1,570,000</td>
<td>$200,000</td>
</tr>
<tr>
<td>#3</td>
<td>$3,840,000</td>
<td>$2,026,000</td>
<td>$1,614,000</td>
<td>$200,000</td>
</tr>
</tbody>
</table>
WHEREAS, the City of Ithaca Common Council has reviewed the 3 alternatives as presented on March 11, 2020; now, therefore be it

RESOLVED, That the City of Ithaca Common Council hereby selects Alternative #2 as the preferred alternative with an estimated total project cost of $2,564,000; and, be it further

RESOLVED, That the City of Ithaca Common Council hereby amends CP#848 to add $2,174,000 for a total of $2,564,000; and, be it further

RESOLVED, That funds needed for said project shall be derived from the issuance of Serial Bonds with the City’s estimated share of the project cost not to exceed 30.97% or $794,000; and it is further

RESOLVED, that in the event the full Federal and non-Federal share costs of the project exceeds the amount appropriated above, Common Council of the City of Ithaca shall convene as soon as possible to appropriate said excess amount immediately upon the notification by New York State Department of Transportation thereof, and be it further

RESOLVED, That the Mayor of the City of Ithaca of the County of Tompkins be and is hereby authorized to sign all necessary Agreements with New York State Department of Transportation to secure Federal Aid and Marchiselli Aid on behalf of the City of Ithaca and the Superintendent of Public Works is authorized to sign all necessary construction documents, contracts, certifications and reimbursement requests, and be it further

RESOLVED, That the Superintendent of Public Works be and is hereby authorized to administer the above project, and be it further

RESOLVED, That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED, That this Resolution shall take effect immediately
South Cayuga Street Bridge Project - DESIGN ALTERNATIVES DECISION (Alternative #3) - Resolution

WHEREAS, a project for the replacement of the South Cayuga Street Bridge over Six Mile Creek, P.I.N. 375616 (“the Project”) is eligible for funding under Title 23 U.S. Code as administered by the Federal Highway Administration (FHWA), as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80% Federal funds and 20% non-Federal funds, and

WHEREAS, the existing South Cayuga Street Bridge (“the Bridge”) is a single span, two-lane multiple steel girder bridge carrying South Cayuga Street over the Six Mile Creek, and

WHEREAS, As part of the approved 2018 budget, Common Council already authorized $155,000 (80% Federal Share and 20% Local Share) to cover the cost of participation in Scoping and Preliminary Design Phases and additional $25,000 (100% Local Share) to cover project administration cost; and

WHEREAS, additional $210,000 (80% Federal and 20% Local Share) project funding for the project made available by the New York State Department of Transportation to cover the cost of participation in Detailed Design; and

WHEREAS, on June 6, 2018, the City of Ithaca Common Council amended CP#848 to add $210,000 for a total of $390,000; and

WHEREAS, currently, the City of Ithaca and project consultant (Delta Engineers, Architects, & Land Surveyors, P.C.) are working on the Project, and

WHEREAS, three possible alternatives for this bridge are being considered: Bridge Alternative #1, which includes bridge rehabilitation (13 ft. lanes/5-5” sidewalks), Bridge Alternative #2, which includes bridge rehabilitation (13 ft. lanes/8ft. sidewalks) including widening the substructure, and Bridge Alternative #3, which includes full bridge replacement (13 ft. lanes/8ft. sidewalks), and

WHEREAS, Department of Public Works has decided to allocate $200,000 in Consolidated Local Street and Highway Improvement Program (CHIPS) fund to be used as a local match to cover construction cost of Alternative #3; and

WHEREAS, the proposed project costs for the alternatives are outlined as follows:

<table>
<thead>
<tr>
<th>Design Alternative</th>
<th>Estimated Total Project Cost</th>
<th>City of Ithaca Share</th>
<th>Federal Highway Administration Share</th>
<th>CHIPS Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td>$2,070,000</td>
<td>$434,000</td>
<td>$1,636,000</td>
<td>$0</td>
</tr>
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<td>$2,564,000</td>
<td>$794,000</td>
<td>$1,570,000</td>
<td>$200,000</td>
</tr>
<tr>
<td>#3</td>
<td>$3,840,000</td>
<td>$2,026,000</td>
<td>$1,614,000</td>
<td>$200,000</td>
</tr>
</tbody>
</table>
WHEREAS, the City of Ithaca Common Council has reviewed the 3 alternatives as presented on March 11, 2020; now, therefore be it

RESOLVED, That the City of Ithaca Common Council hereby selects Alternative #3 as the preferred alternative with an estimated total project cost of $3,840,000; and, be it further

RESOLVED, That the City of Ithaca Common Council hereby amends CP#848 to add $3,450,000 for a total of $3,840,000; and, be it further

RESOLVED, That funds needed for said project shall be derived from the issuance of Serial Bonds with the City’s estimated share of the project cost not to exceed 52.8% or $2,026,000; and it is further

RESOLVED, that in the event the full Federal and non-Federal share costs of the project exceeds the amount appropriated above, Common Council of the City of Ithaca shall convene as soon as possible to appropriate said excess amount immediately upon the notification by New York State Department of Transportation thereof, and be it further

RESOLVED, That the Mayor of the City of Ithaca of the County of Tompkins be and is hereby authorized to sign all necessary Agreements with New York State Department of Transportation to secure Federal Aid and Marchiselli Aid on behalf of the City of Ithaca and the Superintendent of Public Works is authorized to sign all necessary construction documents, contracts, certifications and reimbursement requests, and be it further

RESOLVED, That the Superintendent of Public Works be and is hereby authorized to administer the above project, and be it further

RESOLVED, That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED, That this Resolution shall take effect immediately
EXISTING BRIDGE SECTION
(Looking UpStation)

EXISTING GAS MAIN
(TO BE REMOVED)

EXISTING WATER LINE
(TO BE RELOCATED)

EXISTING SEWER LINE
(TO BE RELOCATED)

EXISTING BEAM

& BRIDGE AND
SOUTH CAYUGA STREET

SIDEWALK

SHARED LANE

SHARED LANE

SIDEWALK

5'-0"

13'-0"

13'-0"

5'-0"

38'-0" OUT-OUT

EXISTING BEAM

EXISTING GAS MAIN
(TO BE REMOVED)

EXISTING WATER LINE
(TO BE RELOCATED)

EXISTING SEWER LINE
(TO BE RELOCATED)

EXISTING BRIDGE SECTION
(Looking UpStation)
REHABILITATION OF SOUTH CAYUGA STREET OVER SIX MILE CREEK

PROPOSED BRIDGE PLAN
REHABILITATION ALTERNATIVE
(5'-5" SIDEWALKS / MAINTAIN EXISTING 26' CURB/CURB WIDTH)
PROPOSED BRIDGE SECTION
REHABILITATION ALTERNATIVE
(5'-5" SIDEWALKS / MAINTAIN EXISTING 26' CURB/CURB WIDTH)
(LOOKING UPSTATION)
REHABILITATION OF SOUTH CAYUGA STREET OVER SIX MILE CREEK

PROPOSED PLAN
REHABILITATION (WIDENING) ALTERNATIVE
(8’ SIDEWALKS / MAINTAIN EXISTING 26’ CURB / CURB WIDTH)
REPLACEMENT OF SOUTH CAYUGA STREET OVER SIX MILE CREEK

PROPOSED PLAN
BRIDGE REPLACEMENT ALTERNATIVE
(8' SIDEWALKS / MAINTAIN EXISTING 26' CURB/CURB WIDTH)
PROPOSED BRIDGE SECTION
BRIDGE REPLACEMENT & REHABILITATION (WIDENING) ALTERNATIVES
(8’ SIDEWALKS / MAINTAIN EXISTING 26’ CURB/CURB WIDTH)
(LOOKING UP STATION)
To: Planning and Economic Development Committee

From: Tom Knipe, Deputy Director for Economic Development

Date: February 28, 2020

Re: Short Term Rental Regulation

This purpose of this memo is to request Council’s support for staff to 1) develop recommendations for policy objectives for short term rental (STR) regulation and 2) gather community input and further data to inform the design of possible short term rental regulation. The content of this memo was also provided to the committee in September 2019.

As part of the phase two Comprehensive Plan, Planning & Development staff have been researching and evaluating housing issues impacting the City. Short term rentals have been on the list of housing-related topics to explore, and the issue has come up during recent Common Council discussions about infill housing and ADUs. We have also been receiving citizen complaints about short term rentals.

STR activity in the city has grown rapidly over the past several years (activity details below). Many city residents are successfully supplementing their incomes by renting out their homes on Airbnb or by making a room in their home or accessory unit on their property available for short-term rental, which likely has a number of positive impacts on both the local economy and household finances. However, we have also seen a number of properties in the city being converted into full-time use as Airbnb rentals, which raises concerns about reductions in housing supply at a time when the City is working to expand affordable housing options. Concerns have also been raised about neighborhood impacts and impacts on the traditional lodging market.

Staff are seeking Council input on whether to move forward with exploring options for STR regulation. Prior to designing options, it is critical to clarify what the policy objectives of any such regulation would be. Possible policy objectives on which we would seek further community input include:

1. Preserve the availability of housing by ensuring that properties are not permanently converted into short-term rentals.
2. Minimize public safety risks and noise, trash and parking problems often associated with short-term rentals without creating additional work for City staff, including police.
3. Give residents the option to utilize their properties to generate extra income from short-term rentals as long as all of the above mentioned policy objectives are met.

Further, staff seeks support from Council to proceed with the following next steps:

A. Gather additional data on the nature of STR activity in the city, particularly the number of units that are in full-time use as STRs.
B. Gather community input, possibly through a community forum, to inform policy objectives and options for regulation.
C. Explore possible third party tools for enforcement, and explore possible shared services arrangements with Tompkins County and/or adjacent municipalities for enforcement.
D. Design options for STR regulation for consideration by Council.
Staff will attend the March Planning and Economic Development Committee meeting to discuss these ideas further and seek Council’s input and support to proceed. A draft agenda for a community conversation on short term rentals is also attached for discussion purposes.

**What is the nature of Short Term Rental (STR) activity in the City of Ithaca***?

- Between 450 and 512 unique STR units
- $115- $138 - median nightly rate
- 64% single family home listings and 35% multi-family home listings
- 71% entire home units, and 29% partial home units (e.g. private room inside a home)
- 27% annual growth in listings between 2017 and 2018
- 90%+ of listings are on Airbnb. Other listing sites locally include Booking.com, TripAdvisor-owned sites, and Expedia-owned sites
- 30% - approximate percentage of listings in the City that are available full-time.
- 9% of local Airbnb guests are international, and the top feeder market for Ithaca by far is New York City, followed by Ithaca, Rochester, Philadelphia, Buffalo, Washington DC and Boston.
- Short term rental hosts in the City earn as much as $10 million collectively through this activity, and the broader local economic impact is much larger.

*Source: Host Compliance reports, April, 2019 and June, 2019*
Short Term Rental Regulation

Community Conversation

Proposed Agenda

Date TBD

Location TBD

5:00 Poster Display – Dot Exercise

Participants are invited to review posters and indicate agreement/opposition/neutrality for issues such as:

- Policy goals for short term rental (STR) regulation.
- Statements about potential benefits and impacts of STR activity in Ithaca.
- Charts/tables showing STR activity in Ithaca.

5:25 Introductions

Meeting Purpose and Desired Outcomes

Ground Rules

5:35 Presentation – Possible Talking Points

- What are short-term rentals (STRs)?
- Nature of STR activity in the City
- Benefits and impacts of STR activity in Ithaca.
- How are STRs currently regulated in the City
- What are suggested policy goals for STR regulation
- What are options for new regulation?

6:00 Community Conversation – Facilitated Discussion

7:00 Adjourn